

REGULAR MEETING – THURSDAY, FEBRUARY 21, 2008
COUNCIL CHAMBERS AT CITY HALL – 500 CASTRO STREET
7:00 P.M.

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Joan Jenkins, Transportation and Policy Manager.

2. ROLL CALL

Task Force Steering Committee Members Present: Steven Bishop, Anthony Chang, Yvonne Farrell, Deb Henigson, Christina Jaworski, Cynthia Kapphahn, Bruce Karney, Aileen La Bouff, Marn Yee Lee, Randy Potter and Janis Zinn.

Members Absent: Jerri-Ann Meyer (excused), Sue Graham (excused), Larry Moore (excused) and Karen Gissibl (excused).

City Staff Present: Steve Attinger, Environmental Sustainability Coordinator; Joan Jenkins, Transportation and Policy Manager; and Kevin Woodhouse, Assistant to the City Manager.

3. ORAL COMMUNICATIONS FROM THE PUBLIC—None.

4. MINUTES APPROVAL—There were no previous minute to approve.

5. NEW BUSINESS

5.1 WELCOME

Joan Jenkins welcomed Mayor Tom Means; Councilmembers Laura Macias, Ronit Bryant and Matt Pear; the Environment Sustainability Task Force Steering Committee; Task Force Members-at-Large; and members of the public. Ms. Jenkins introduced Mayor Means. The Mayor welcomed the Task Force members, set the context for the Task Force and highlighted the Task Force's goal and time line.

5.2 INTRODUCTIONS

Steering Committee members, Task Force Members-at-Large and members of the public provided a brief introduction of their background and interest in the Task Force.

5.3 APPOINTING TASK FORCE LEADERSHIP

The Steering Committee decided to defer the appointment of a Chair and Vice Chair until the next meeting.

5.4 BROWN ACT REQUIREMENTS

Ms. Jenkins provided an overview of the Brown Act and its applicability to the Task Force. Steering Committee members and the general public asked several questions, some of which Ms. Jenkins indicated that she would have to consult with the City Attorney for further clarification.

5.5 TASK FORCE RESPONSIBILITIES AND RESOURCES

Mr. Attinger reviewed the Task Force time line (six months) and due date of the Task Force's final report/recommendations as approximately August 31, 2008. He reviewed the Task Force's Mission, Goal and Final Product, and explained the full responsibilities of the Steering Committee. Mr. Attinger offered a list of possible subcommittees, and the Steering Committee decided to defer until a future meeting the decision regarding which Steering Committee members would chair which subcommittees. He highlighted the resources available to the Task Force, including access to other City staff, outside subject matter experts and the budget.

5.6 MEETING SCHEDULE/LOCATION

Mr. Attinger made a recommendation regarding frequency of Steering Committee, full Task Force, and subcommittee meetings, and explained availability of City facilities. The Steering Committee proposed to hold Steering Committee and full Task Force meetings on alternating Mondays to start. The Steering Committee decided to hold one more governance/logistics meeting on Monday, February 25, 2008, at 6:30 p.m. in the Council Chambers and agreed to invite all Members-at-Large.

6. TASK FORCE STEERING COMMITTEE/STAFF COMMENTS, QUESTIONS AND REPORTS

The Steering Committee agreed on the agenda items for the next Steering Committee meeting, to be held on Monday, February 25, 2008, at 6:30 p.m. in the Council Chambers, City Hall, 500 Castro Street.

7. ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

SPA/2/PWK
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